Educational Leadership Measurement Tools Workgroup

Educator Effectiveness Project
Utah Law and Justice Center
MINUTES
January 26, 2012: Meeting #5

Present: Dixie Allen, Scott Bushnell, Kim Baker, Jane Ann Bitton, Vicci Gappmayer, Richard Holmes, Suzanne Cottrell, Brian Dawes, Lee Gagon, Patrick Garcia, Greg Proffit, Mike Smith, Steve Laing, Andrea Rorror, Morgan Murdock, Kerrie Naylor

Excused: Ann Anderson, Sol V. Garcia, Jay Blain, Stephen Dimond, Bob Gentry, Barry Graff, Betty Barnum, Ken Rowley, Tod Johnson, Jeannie Rowland

Welcome and Introductions

Kerrie (9:00)

- Roll, travel vouchers, etc.
- Review Minutes from Jan. 12, 2012 Meeting #4
- Review Agenda
- Goals for Today

Create three models for Utah Educational Leadership Evaluation System and make decisions about what the Utah's final model system should look like.

Minutes were moved and seconded by Patrick Garcia and Greg Proffit. Minutes were approved with the correction that Meeting #5 is being held at the Utah Law and Justice Center.

2. Brainstorm Model – Conversation Role Play

Suzanne and Kerrie (9:10)

To introduce the conversation style that teams would be using as they worked to create the ideal Utah Evaluation System for Educational Leadership, Kerrie and Suzanne role played a short conversation using the information they had learned about evaluation systems in Meeting #4, Jan. 12th.

3. Three Work Teams Suzanne (9:30)

- Members' from each of the five state models discussed January 12th will work together to create their idea of the best leadership evaluation system for Utah
- Teams work in collaborative groups to develop the ideal model for Utah and make recommendations for our model (Handout with Guiding Questions available)
 - i. Standards-based Performance and Evidence Examples (Rubric, Observation Tools, Conferences, etc.)
 - ii. Annual Timeline, Cycle, Steps in Evaluation Process, Tracking Form, Evaluator and Evaluatee Responsibilities, Due Process, Administrator Roles, Career Continuum, etc.
 - iii. Professional Growth and Goal-setting, Formative Process, Self-Assessment, Rating Levels, Weighting Options, Summative Process, etc.

BREAK (10:30)

4. Team Work continued...

Suzanne (10:45)

Suzanne introduced the work of the teams. Members were assigned to work teams.

LUNCH (12:00)

5. Report out Kerrie (12:30)

Teams reported out the model evaluation systems they developed. Questions and discussion took place regarding the similarities and differences. It was noted that a lot of detail would be needed to clarify these models.

6. Group Consensus of Evaluation System Components Kerrie (1:30)

It was decided to have new teams work at the next meeting on the specifics that were not included in the models presented.

7. Closing Comments and Wrap-up

Suzanne (3:00)

The next meeting will be the final meeting prior to presenting our ideas to a focus group on Feb. 23. The protocol for the focus groups will be outlined on Feb. 9. Stakeholders identified in our December 15th Meeting #3 will be included in the focus group.

- 8. Next Meeting: Feb. 9: JSD, ASB, 9-3:00 Final Recommendations and Formatting for Utah's Leadership Evaluation Model and Organize Focus Groups for Feb. 23
 - Feb. 23: JSD, ASB, 9-3:00 -- Focus Group and Model Revisions
 - March 13: North and South Board Rooms, USOE, 9-3:00 -- Wrap-up Items

Lunch will be provided at noon. Thank you for your participation. Minutes will be sent electronically.